



DEPARTMENT OF THE AIR FORCE
HEADQUARTERS ARNOLD ENGINEERING DEVELOPMENT CENTER (AFMC)
ARNOLD AIR FORCE BASE TENNESSEE

9 August 2002

MEMORANDUM FOR ALL PROSPECTIVE OFFERORS

FROM: AEDC/PKM

SUBJECT: AEDC Contract Competition Update

1. We plan on releasing the draft request for proposals (DRFP) on 30 August 2002. Although a continual work-in-progress, it will provide significant insight especially in key areas such as Sections L & M and the Performance Work Statement (PWS). We're obviously interested in your ideas and comments and will consider them carefully. We'll explain the process to provide feedback in a future letter.

2. During the past few months, we've placed a significant amount of technical data in the *Competition Technical Library* for you to use to learn more about AEDC and our requirements. Today, we're placing a significant amount of business-related data in the AEDC Financial Management section of the library. Here's what we're adding:

a. FY 02 Work Breakdown Structure (WBS) Baseline. This is a comprehensive spreadsheet showing the approximately 700 jobs/projects being worked this FY. The estimated labor hours, labor dollars, material dollars, and Government-furnished equipment or materials (referred to as "G On-Contract Material") are shown for each job/project. Jobs and amounts constantly change, but this detailed data should give you a better understanding of our annual operations.

b. The FY 03 Request for Proposal letters sent to the incumbent contractors. These letters outline the Government's priorities for FY 03, the projected test workload, and various other minor changes. Detailed budget data for next year is included.

c. Historical Contractor Fringe Benefits Cost Data. This data shows contractor fringe benefit costs by major cost element beginning with FY 96. The FY 02 data are the budgeted amounts. You'll also see the total number of man-hours and direct dollars by FY. All numbers are approximate. Additional benefit information including descriptions of the current health care plans is also provided.

d. Skill Mix and Average Salary Data. This data shows a breakdown of the contractor work forces by job title, number of employees in each classification, and average salary. Key managers/directors classifications are not included. All numbers are approximate.

3. The 26 July 2002 Presolicitation Notice that initiated the advisory multi-step process regarding organizational conflicts of interest encouraged every company who expects to submit an offer as a prime contractor or as a member of a contractor teaming arrangement to participate in the process. Just to ensure clarity, our definition of a "contractor teaming arrangement" includes key subcontractors.

4. Please call me at 931-454-6886 if you have any questions.

A handwritten signature in black ink, appearing to read 'John L. Sutton', with a stylized, sweeping flourish extending from the end.

JOHN L. SUTTON
Contracting Officer
Chief, Contract Management Branch